AGENDA ITEM
MEETING DATE November 20, 2019

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 TO KATE KEATING & ASSOCIATES, INC. FOR GRAPHIC DESIGN SERVICES FOR WAYFINDING PROJECT

REQUESTED ACTION:

☐ Information OR ☑ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
On May 1, 2019, the Board approved a contract to Kate Keating & Associates, Inc. for the Vacaville Center Map and Wayfinding Standards Revisions Project. On September 18, 2019, the Board approved Amendment #1 for additional scope required to update the Fairfield Campus wayfinding and general map. Board approval is requested for Amendment #2 to Kate Keating & Associates, Inc. for additional scope required to complete additional updates for the Fairfield Campus wayfinding and general maps and to provide on-call services to be used on an as-needed basis for ongoing changes related to campus maps, adjustments to Standards and wayfinding consultation.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:
☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Provide new instructional space and equipment

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<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: $10,000 Measure Q Funds</th>
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<td>☑ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE</td>
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SUPERINTENDENT'S RECOMMENDATION:

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER
Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 6, 2019

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 20, 2019
TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 TO KATE KEATING & ASSOCIATES, INC. FOR GRAPHIC DESIGN SERVICES FOR WAYFINDING PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The Kate Keating & Associates, Inc. proposal for these additional services was evaluated and found to be appropriate for the additional work.

Contract Summary

$ 4,170.00 Original Contract Amount
$ 2,000.00 Previously Approved Amendment #1
$10,000.00 Proposed Amendment #2
$16,170.00 New Contract Amount, including Amendment #2

The Board is asked to approve this contract Amendment #2 to Kate Keating & Associates, Inc. in the amount of $10,000. Kate Keating’s new contract amount will be $16,170.00.

The contract is available online at:
http://www.solano.edu/measureq/2019/190501%20Agreement%20Kate%20Keating%20for%20Dist%20Stds%20Revs.pdf
AMENDMENT TO AGREEMENT

PARTIES

This SECOND Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and Kate Keating & Associates, Inc. ("Consultant"), collectively the "Parties".

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated May 1, 2019, for services related to Vacaville Center Map and Wayfinding Standards Revisions Project;

WHEREAS, District and Consultant desire to amend the Agreement to acknowledge additional efforts required to complete the Vacaville Center Map and Wayfinding Standards Revisions Project;

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2 of the Agreement is amended to read in its entirety:
   "Term. Consultant shall commence providing services under this Agreement on May 1, 2019 and will diligently perform as required and complete performance by July 31, 2020, unless this Agreement is terminated and/or otherwise cancelled prior to that time."

2. Section 3 first paragraph of the Agreement is amended to read in its entirety:
   "Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed Sixteen Thousand One Hundred Seventy Dollars ($16,170), which includes the original contract amount of $4,170, Amendment 1 amount of $2,000, and Amendment 2 amount not to exceed $10,000."

3. Exhibit “A” of the Agreement is amended to include in its entirety:
   "Task 4: Provide design services on an as-needed basis including, but not limited to:
   - Campus map edits to reflect ongoing changes and construction
   - Construction administration services
   - Adjustments to designs and Standards
   - Wayfinding consultation
   - Sign location plans"

4. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).

5. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District’s Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: ____________, 2019                                      Dated: ______________, 2019

SOLANO COMMUNITY COLLEGE DISTRICT                                      KATE KEATING & ASSOCIATES, INC.

Second Amendment of Agreement
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<th>By:</th>
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<tr>
<td>Print Name:</td>
<td>Lucky Lofton</td>
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<td>Print Title:</td>
<td>Executive Bonds Manager</td>
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